

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS
VETERANS HOME OF CALIFORNIA, YOUNTVILLE
OPEN, SPOT EXAMINATION
Bulletin Release: 04-25-07



HEAVY EQUIPMENT MECHANIC
MONTHLY SALARY: \$3617.00 - \$3971.00
Plus 5% Monthly Pay Differential

EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

HOW TO APPLY: A State of California application (Form 678) must be postmarked no later than the final filing date. Applications personally delivered, faxed or received via interoffice mail must be received before the close of business at 5:00 p.m. on the final filing date or will not be accepted for any reason. Applications may be downloaded from the State Personnel Board website at www.spb.ca.gov. Do not submit applications to the State Personnel Board.

Attach to the application a copy of Commercial driver's license and copy of medical examiner's certificate and if applicable a copy of completion of a recognized apprenticeship or an Associate of Arts Degree in Heavy Equipment Maintenance, Diesel Mechanics, or Heavy Equipment Mechanics or a certificate of completion from an accredited community college.

SUBMIT APPLICATION TO: VETERANS HOME OF CA, YOUNTVILLE
Human Resource – Testing Unit
110 California Drive
Yountville, California 94599-1414

FINAL FILING DATE: May 25, 2007. It is anticipated that interviews will be held during June or July 2007.

EXAMINATION ELIGIBILITY LIMITATION: The testing period for this classification is 12 months. You may not test for this classification more than once in a testing period. If you have taken an examination for this classification with the Department of Veterans Affairs within the last 12 months, you are not eligible to compete in this examination.

SPECIAL TESTING: If you have a disability and need special testing arrangements, mark the appropriate box in part 2 of the Application for Examination. You will be contacted to make specific arrangements.

NOTE: Accepted competitors are required to bring either a photo identification card or two forms of signed identification.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:

NOTE: All competitors must meet the education and/or experience requirements for this examination. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

NOTE: All applications/resumes must include: "to" and "from" dates (month/day/year); time base; and civil service class titles. Applications/resumes received without this information will be rejected.

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I, "or" II, "or" III, etc. For example, competitors possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

MINIMUM QUALIFICATIONS: Possession of a valid California Class 3 driver's license. (Applicants who do not possess the license will be allowed to compete in the examination, but the license must be obtained prior to appointment.)

and
Either I

Completion of a recognized apprenticeship as a gas and diesel powered truck mechanic, or a heavy construction equipment mechanic. (Apprentices who are within six months of completing their apprenticeship program may be admitted to the examination, but they must present evidence of completion of a recognized apprenticeship before they may be appointed.)

Or II

Four years of varied mechanical experience on gas and diesel powered trucks or heavy construction equipment. An Associate of Arts Degree in Heavy Equipment Maintenance, Diesel Mechanics, or Heavy Equipment Mechanics or a certificate of completion from an accredited community college or equivalent degree or certificate approved by the California Superintendent of Public Instruction under the provisions of California Education Code Section 94310 (b) may be substituted for two years of the required experience. (Students who are within six months of completing their degree will be admitted to the examination but must present evidence of completion prior to appointment.)

Or III

Three years performing the duties of a Heavy Equipment Mechanic Apprentice in the California state service, at least two years of which shall have included experience on gasoline and diesel-powered heavy construction or highway maintenance equipment.

Additional Desirable Qualifications: Commercial Drivers License, Passenger and Air Brakes Endorsement, valid Medical Examiner certificate.

THE POSITION: Under direction, to construct, repair and maintain automotive and heavy maintenance equipment; may instruct and lead or direct the work of apprentices, helpers, Service Assistants (Automotive) or other employees, or workers; and to do other related work.

EXAMINATION INFORMATION: This examination will consist of a Qualifications Appraisal Interview only, weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview. **COMPETITORS WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED**

SCOPE: In addition to evaluating the competitors' relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

HEAVY EQUIPMENT MECHANIC – QJ70/6834

Heavy Equipment Mechanic
Open, Spot – Yountville, California

- A. Knowledge of:
- 1. Methods, materials, tools and equipment used in the repair of automotive equipment including diesel engines.
 - 2. Assembly, overhaul, repair and adjustment of gas and diesel powered trucks, and heavy maintenance equipment.
 - 3. Operating characteristics of heavy maintenance equipment and gas and diesel powered trucks
 - 4. Safety, regulations and practices
- B. Ability to:
- 1. Communicate effectively at a level required for successful job performance
 - 2. Fabricate, repair and make adjustments to various equipment and systems (i.e., heavy maintenance equipment, gas and diesel powered trucks, etc.)
 - 3. Install and test pumps, motors and similar equipment
 - 4. Estimate repair costs
 - 5. Work from drawings and sketches
 - 6. Make sketches of broken parts for replacement
 - 7. Make repairs in the field without supervision
- C. Skill in:
- 1. Mechanical repair, adjustment, and fabrication of special equipment

If conditions warrant, this examination may utilize an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care in accurately and completely filling out his/her application. List all experience relevant to the "Requirements for Admittance to the Examination" shown on this announcement, even if that experience goes beyond the seven-year limit printed on the applications. Supplementary information will be accepted but read the "Requirements for Admittance to the Examination" carefully to see what kind of information will be useful to the staff doing the evaluation.

ELIGIBLE LIST INFORMATION: The resulting eligible list will be used to fill vacancies in Yountville, California only. Names of successful competitors are merged into the list in order of final scores regardless of date. Eligibility expires 12 months after it is established.

Veterans Preference points are NOT granted in this examinations.

General Information

It is the candidate's responsibility to contact Human Resource in Yountville, California, (707) 944-4550, three days prior to the written test date if he/she has not received his/her notice. For an examination without a written feature, it is the candidate's responsibility to contact Human Resource in Yountville, California, (707) 944-4550, three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at State Personnel Board offices and local offices of the Employment Development Department, and the Department noted on front.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The State Personnel Board reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub divisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) service wide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigations may be made of employment records and personal history and fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and regency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Veterans Home of California, Yountville
Human Resource - Testing Unit
110 California Drive
Yountville, California 94599-1414
Public Telephone (707) 944-4550

TDD voice of hearing impaired (707) 944-4560